

West Bend Community Memorial Library

Acceptable Internet Use Policy

Our mission statement states that we will provide the resources for our patrons to grow personally, educationally, and professionally. Use of the Internet is a resource that we provide. However, the Library has no control over this resource or complete knowledge of all that is available online. Some information may be current and reputable, some may be obsolete and some content may be illegal and offensive. It is the patron's responsibility to determine the validity and appropriateness of the information. By accessing the Internet through the Library, patrons agree that the Library will not be responsible for any direct, indirect, consequential, special, or punitive damages or losses which may arise in connection with such use.

Use of the Internet is a privilege, not a right. Inappropriate use or failure to follow this policy or the associated procedures may result in revocation of this privilege and/or legal prosecution.

The Library uses Internet filtering software for the Internet computers in the Youth Department. These computers are for those who are under 18. The Library recognizes that no filter will eliminate all offensive and controversial sites and assumes no liability for filter failure. As with other library materials, it is the responsibility of the child's parent or guardian to monitor and supervise their child's use of the Internet.

Children under 18 must have parental permission to use the Internet. The Internet Use Permission Form is to be signed by the parent or legal guardian. This form is to be signed in front of a staff member. The signature on this form is legally binding and indicates the party has read the terms and conditions of the West Bend Community Memorial Library's Internet Use Policy and understands its significance. An Internet sticker will be put on the library card and the child's record will be noted that the child has Internet access. The child has access to filtered and unfiltered Internet. It is the parent's responsibility to monitor their child if they do not wish to have their child use unfiltered Internet computers.

Library staff will assist patrons with Internet use as time permits.

To use the public Internet computers at the West Bend Community Memorial Library you must agree to the following guidelines:

- Use of Internet resources are for educational, informational and recreational purposes only. The Internet is not to be used for illegal, unauthorized or unethical purposes. All rules and regulations set forth by the Library are to be followed.
- No one may misrepresent oneself as another user by seeking unauthorized access to any computer system, files, passwords, data belonging to others, damaging or altering software components or any network or database.
- No one may send, receive, or display graphic materials depicting full nudity and/or sexual acts which are portrayed obviously and exclusively for sensational or pornographic purposes.
- No one may display threatening, harassing or abusive language and images.
- No one may install their own software on the Library's computers.

- Making only authorized copies of copyrighted or licensed software or data.
- No one may change the setup or configuration of the Library's software or hardware.

Printing is allowed and patrons will be charged per page.

Violators of this agreement will have their Internet privileges revoked for six months on the first offence and for 12 months on subsequent offences.

Illegal acts involving Library computing resources may also be subject to prosecution by local, state or federal authorities.

A library card and PIN (personal identification number or password) are needed to log onto the computers. The computers have a limit of 60 minutes with extra minutes available at the librarian's discretion if no one else is waiting.

For visiting adult patrons who want to check their email there is an Internet Express station with a 15 minute limit. A library card is not required for this.

Persons wishing Internet access must agree to this policy. By choosing agree on this form indicates that the party has read the terms and conditions of the West Bend Community Memorial Library's Internet Use Policy and understands its significance.

Adopted by the West Bend Library Board
October 1, 2000
Updated September 7, 2004
Updated September 20, 2011